



**DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY GARRISON
U.S. ARMY SIGNAL CENTER AND FORT GORDON
FORT GORDON, GEORGIA 30905-5000**

REPLY TO
ATTENTION OF:

ATZH-HR

OCT 04 2004

MEMORANDUM FOR SEE DISTRIBUTION


SUBJECT: Department of Defense Program for Stability of Civilian Employment

1. The purpose of this memorandum is to inform management officials of their responsibilities to vigorously support the Department of Defense (DoD) Program for Stability of Civilian Employment.
2. The Priority Placement Program (PPP) is an automated DoD placement program used to match well-qualified employees, most of whom are subject to displacement, with vacant positions throughout DoD. The PPP has been called the most effective outplacement program in the Federal service. Employees are referred using a numeric priority (1 through 3). The priority assigned is based on the severity of the employee's proposed personnel action. Priority 1 employees must be considered for placement before priority 2 and 3 employees. Additionally, the priority assigned determines whether a recruitment action is "stopped" when a match occurs.
3. The spirit, letter, and intent of the program are fully supported by this command. This command's policy is to promote stability of employment for career and career conditional employees whose positions are affected by shifting DoD manpower requirements and provide maximum opportunities for DoD wide placement through the PPP. This program is an extremely effective placement assistance system established and maintained to minimize the adverse effects on employees due to such actions as drawdowns, base closures, consolidations, out sourcing, and classification decisions. Since its inception in 1965, this highly acclaimed placement system has received the personal support and sanction of every Secretary of Defense.
4. As an established policy, military and civilian supervisors/managers and staff officials will comply with the policy and procedures of this program and will actively support and readily accept employees who are affected for placement in their organization from the DoD PPP. The success of this program will enhance us in performing the mission of this command.
5. Working together and supporting the use of this DoD program, Fort Gordon will continue to maintain our standing of excellence and lead the way in teamwork and empowerment. Your

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servicing Civilian Personnel Advisory Center (CPAC) can provide you further details regarding the PPP.



KAREN S. ADAMS
COL, SC
Commanding

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